

Administrative Office of the Courts

Supreme Court of New Mexico

Arthur W. Pepin, Director
Patrick T. Simpson, Deputy Director



237 Don Gaspar, Room 25
Santa Fe, NM 87501
(505) 827-4800
(505) 827-4824 (fax)

New Mexico Language Access Advisory Committee

Agenda- Friday, January 10, 2014

9:00 a.m. - Noon

CHANGE IN ALBUQUERQUE MEETING LOCATION: Room 849, Bernalillo Metropolitan Court, parking in Metro Parking Structure, enter Fifth & Lomas, parking will be validated. Members will be able to enter the court via the staff security portal and bring in cell phones/computers per the LAAC membership list that will be provided to the Court.

Video Conferencing from: Fourth JD Court, Las Vegas; Doña Ana Magistrate Court, small conference room; Fifth JD Court, Roswell; Second Floor Training Room, Third JD Court, Las Cruces; Grand Jury Room, First JD Court, Santa Fe.

To attend by teleconference: 1-888-757-2790; passcode 710572

1. Introductions & Welcome, Co-Chairs, Honorable Nan Nash and Honorable Darren Kugler
2. Approval of the Agenda
3. Approval of the Minutes of November 8, 2013 (see attached)

UNFINISHED BUSINESS

4. Code of Professional Conduct Work Group Report: Bethany Korp-Edwards (see attachment)
5. Limited and Non-English Speaking Jurors Interpreter Training and Additions to Standards of Practice – Report from Work Group: Aimee Rivera (see attachments)
6. 2014 LAAC Membership Recommendations: Interpreter Vacancies (see resumes attached from Mohamed Ali, Maria Condé-Perez, Esther Poblet, Jesus Sifuentes)
7. Set date for LAAC New Member Orientation

NEW BUSINESS

8. Request for NM AOC Interpreter Certification Numbers: Amy Lovekin
9. Illiteracy as a Language Access Issue – LAAC Role?
10. LAAC 2014 Plan of Work: Pam Sánchez

REPORTS

11. Update on LAAC Recommendations: Artie Pepin
12. Interpreter Scheduling Management System: Pam Sánchez
13. Language Access Basic Training National Project: Paula Couselo
14. NM Interpreters Conference Update: Lisa Dignan
15. Next Meeting: Friday, March 14, 9:00 a.m. – Noon

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New Mexico Language Access Advisory Committee November 8, 2013

Minutes

Members Present

Weldon Neff, Chair
Catalina Ybarra
Lisa Dignan
Alex Araiza
Honorable Edward Chávez
Honorable Nan Nash
Barbara Shaffer
Renee Valdez
Andrea Cutter
Amy Lovekin
Blanche Raymond Charles

Members Absent

Barbara Creel
Arthur Pepin

Guests

Anabel Vela
Anna Lujan
Aimee Rivera
Esther Poblet
Peggy Cadwell

AOC Staff

Pamela Sánchez

1. The meeting was called to order by Chair, Weldon Neff, at 9:05 a.m. and a quorum was established.
2. The agenda was approved as submitted.
3. The Minutes of September 13, 2013 were approved as submitted
4. Following discussion the *Statewide Language Access Report and Plan: Update for FY 14 - FY15* was unanimously approved for submission to the Supreme Court as moved by Lisa Dignan, seconded by Nan Nash.
6. The Limited and Non-English Speaking Jurors Interpreter Training work group reported its plans to schedule the first of these mandatory trainings in March, 2013 with day-long sessions March 15 in Albuquerque and March 22 in Las Cruces. The work group will bring the detailed curriculum to the January LAAC meeting for discussion. It was agreed that ultimately the standards for interpreting for jurors as presented in this new training should be integrated into the AOC's Standards of Practice and also be provided to judges.
7. A revised version of the draft Interpreter Agreement was presented by Pam Sánchez who had incorporated changes recommended by the AOC's General Counsel, Fern Goodman, who had also questioned the need for an agreement. Discussion underscored the LAAC's interest in pursuing an agreement and led to a general agreement that a contract might be more appropriate. It was agreed that Judge

Nash, Barbara Shaffer, and Pam would work with Fern Goodman on this issue and return to the LAAC at a later date with a revised draft or other recommendation.

8. Upon review of the draft Ethical Guidelines for Language Access Specialists, it was moved by Lisa Dignan and seconded by Andrea Cutter, Barb Shaffer, and Alex Araiza that the guidelines be approved. It was also recommended that prior to being distributed the guidelines be reviewed by the Ethics Work Group to ensure consistency with the NM Interpreters Code of Professional Conduct.
9. 2014 LAAC Membership Recommendations: It was announced by the Chair, that the three members who were eligible for reappointment, Barbara Creel, Catalina Ybarra, and Justice Chávez, had accepted reappointment, that Anna Lujan, CEO of the Fourth Judicial District Court had been recommended by the CEOS to replace Weldon Neff on the committee since he was no longer eligible for reappointment and this information had been forwarded to the Supreme Court along with a recommendation from the outgoing Chair that either Justice Chávez or Judge Nash be appointed as LAAC Chair.

It was also reported that Rosa Lopez-Gaston had resigned from the LAAC, creating two interpreter vacancies on the committee. Three letters of interest had been received to-date for the initial interpreter vacancy. These were received from Esther Pople, Maria Conde-Perez, and Jesus Sifuentes. The LAAC agreed by consensus to thank these individuals and retain their information for consideration while encouraging interpreters of languages other than Spanish and staff interpreters to consider membership. A recommendation to fill the two interpreter vacancies will be determined at the January 2014 LAAC meeting. New member orientation will be postponed until all new members have been approved by the Court.

10. It was moved by Nan Nash, and seconded by Barbara Shaffer that the Bench Card for Judges be approved and forwarded to the Supreme Court for distribution. Motion passed unanimously with thanks to the work group and its leader, Aimee Rivera.
11. Interpreter Scheduling Management RFP Update: Pam Sánchez reported that the contract has been finalized with ScheduleInterpreter.com and plans for training are in place with a start date sometime in late December.
12. NM Interpreters Conference FY13 Debrief/Planning for FY14: Lisa Dignan reported that the 2013 conference was successful with an attendance of about 150, including presenters. It focused on skills building and included sessions for signed language as well as spoken language interpreters. The conference was covered by Univision.
The 2014 conference planning is underway and will provide interpreters with an opportunity to hear from those who use interpreters and others, attorneys, judges, doctors, etc. AOC interpreter coordinators are assisting with the planning for the conference, which is again scheduled for the last weekend in September .
13. The Ethics work group reported that it should have recommendations for the LAAC at its January meeting.
14. Thank you to Weldon Neff. Pam Sanchez and LAAC members thanked Weldon for his years of service and leadership to the New Mexico Judiciary on issues pertaining to language access.

Next Meeting: Friday, January 10, 9:00 a.m. – Noon

DRAFT

Introduction

Interpreters ensure due process guaranteed under the New Mexico and United States Constitutions by placing a party whose first or primary language is not English in a comparable situation to a party whose first or primary language is English.

Standard 1. Interpreters interpret faithfully and accurately.

Illustrative behaviors:

- Interpreters convey the message from one language to another without addition, omission, or changes of meaning.
- Interpreters preserve the register of the language used.
- Interpreters preserve speakers' ambiguities and nuances.
- Interpreters analyze objectively any challenge to their performance and correct any errors of interpretation.
- Interpreters request clarifications of ambiguous statements or unfamiliar vocabulary.

Standard 2. Interpreters confine themselves to interpreting.

Illustrative Behaviors:

- Interpreters work unobtrusively.
- Interpreters maintain impartiality and avoid giving even the appearance of partiality. [details?]
- Interpreters avoid undue contact with witnesses, attorneys, litigants and their families, and any unauthorized contact with jurors.
- Interpreters refrain from expressing personal opinions or offering procedural advice. [details?]

Standard 3. Interpreters act strictly in the interests of the court they serve.

Illustrative behaviors:

- Interpreters reflect proper court decorum.
- Interpreters treat court officials, staff, the public, clients, and other interpreters with dignity and respect.
- As officers of the court, interpreters may offer substantive advice (e.g. the location of a particular judge's courtroom).
- Interpreters neither accept nor offer remuneration, gifts, gratuities, or valuable consideration in excess of their authorized compensation.
- Interpreters strive to avoid conflicts of interest or even the appearance thereof. They inform the court immediately of any actual or perceived conflict of interest.

- Interpreters disclose to the court and to the parties any prior involvement with the case or any personal involvement with the parties or others significantly involved in the case.
- Interpreters never take advantage of knowledge obtained in the performance of official duties, or by their access to court records, facilities, or privileges, for their own or another's personal or professional gain.
- Interpreters fairly and correctly represent their professional qualifications.
- Interpreters respect the need for confidentiality and secrecy as protected under applicable state and federal law.
- Interpreters shall inform the court of any impediment to fulfilling their responsibilities to ensure equal linguistic access to justice.
- Interpreters have a duty to report violations of these standards to the NMAOC.

Standard 4. Interpreters are language access professionals.

- Interpreters educate themselves as to current best practices in matters of team interpreting, equipment use, etc., and support and employ such practices.
- Interpreters prepare themselves for all assignments they accept, via research on the case and subject matter, consultation with teammates, and necessary contact with clients. [details?]
- Interpreters refuse any assignment for which they are not qualified.
- Interpreters support other interpreters by sharing knowledge and expertise with them, to the extent practicable, in the interests of the court.
- Interpreters have the duty to call to the court's attention any factors or conditions that adversely affect their ability to perform their duties.
- Interpreters are discreet and respect the privacy of those they interpret for, even when such information is not bound by rules of confidentiality.

As an official court interpreter, I accept and agree to these Standards. I understand complaints may be filed and sanctions imposed for violations thereof.

Signature

Date

Suggested Standards of Practice:

- Two interpreters will be assigned to jury selection and the trial. One interpreter will be assigned to the potential juror (prior to jury selection) while the second interpreter will prepare the courtroom and participants for the interpreting process and working with an NES juror. The second interpreter will ask for a list of witnesses and exhibits, prepare attorneys for the interpreting process (asking for clarifications, objections, and use of audio/visual aids). This interpreter will ask to review all recorded materials that will be used as exhibits before the trial begins.
- Interpreters will have an opportunity to briefly meet with the Judge and Attorneys
 - Preliminary Discussion with Judge: Oaths, Asking for Clarification, Recorded information, Our Role, Breaks, Teams, Objections
 - Preliminary Discussion with Attorneys: Our Role, List of Witnesses and Exhibits, Asking for clarification, Objections
- Oaths: Oath of the Interpreter, Pre-deliberation, and Post-deliberation. In the event that new interpreters are assigned to the trial or deliberations, the replacement interpreters must be sworn in on the record and in front of the parties and attorneys
- Special considerations: Sight translations, placement of the microphone while an NES witness is testifying and recorded information; interpreters should request time to review materials/exhibits before providing an interpretation
- Breaks: At least one interpreter must be with the juror at all times while the jury is officially convened, including lunch and dinner breaks. Interpreters will decide on how to best divide the time so that each member of the interpreting team is able to take a lunch or dinner break while the jurors are together. Interpreters will not meet privately with the NES juror during breaks or when the jury has been officially dismissed.

Summary of Web Based NES Juror Training

2 hours, depending on the content provided

Uploaded Materials will include:

- Supplemental articles/links on NES Jurors and Interpreters
- Courtroom Diagrams: Work group will provide several examples of placement of interpreters during a trial (NES Juror, NES Defendant, NES Witness, Spoken and Signed Languages)
- New Mexico Supreme Court NES Juror Guidelines
- Bench Card
- Frozen Texts: Oaths and Jury Instructions
- Instructions on how to use Assistive Listening Devices (ALDs) in the courtroom
- Scripts: Appropriate ways to address the court and juror
- Ethical dilemmas when working with an NES Juror

Facilitators will provide an overview of the stages of a trial as well as the standards of practice or illustrative behaviors as described in the AOC's Standards of Practice and Payment Policies

Final Quiz

Dr. Mohamed E. A. Ali
P.O. Box 4802
Albuquerque, NM 87196
(505) 293-0945 Home
(505)803-9391 Cell
mohamedeaali@gmail.com

OBJECTIVE

Academic position as an Arabic language and literature professor and/or Arabic language translator and/or interpreter

EDUCATION

University of New Mexico College of Arts and Sciences

Department of English

Albuquerque, New Mexico

Dissertation Title: "Eugene O'Neill and His Critics "

Dissertation Director: Professor David Richard Jones, UNM Department of English and the Department of Theater.

Ph.D. in English - May 1998

University of New Mexico College of Arts and Sciences

Department of English

Albuquerque, New Mexico

M.A. English - May 1985

Defense Language Institute

Lackland Air Force Base, San Antonio, Texas

Teaching English as a Foreign Language

Instructor Course Completed

April – November 1981

Ain Shams University, Cairo, Egypt

College of Arts, Cairo, Egypt

Department of English

B.A, English - 1980

Ain Shams University, Cairo, Egypt

College of Education, Cairo, Egypt

Department of English,

B.A., English and Education, 1974

PROFESSIONAL HISTORY

Language Training Center, Indianapolis, Indiana

June 27, - August 28, 2013

Selected to tutor the US government legal attaché who will be stationed at the US Embassy in Cairo, Egypt . Tutoring was done in both Modern Standard Arabic and Egyptian Arabic. Tutoring also included teaching of the Egyptian culture. Total number of contact hours was 330 hours. Student scored a 1+ on the examination.

January 2013 - Present

New Mexico Courts

Served as a simultaneous and consecutive interpreter in the US District Court, The First, and Second Judicial District Courts, the Metropolitan Court, the Children's Court and other courts in the state of New Mexico.

Cases included but were not limited to Domestic Violence, Traffic, Children's, and drug cases.

April-May, 2013

Supreme Court of Ohio

Served as an evaluator of an interpreter who was trying to get certified by the Supreme Court of Ohio as an Arabic interpreter. Listened to the test recordings and gave feedback to the student for future examinations.

June, 2013

New Mexico Central Community College

STARTALK 2013

Participated as a trainer in the STARTALK Portuguese language program during the month of June

July 8-18, 2013

Arlington Independent School District, AISD, Texas

STARTALK

Attended a two week long conference entitled "Empowering Teacher for a Change 2" Lectures included presentations on STARTALK, ACTFL, and the TELL Project guidelines, assessment of teaching outcomes, characteristics of proficiency levels, among many other topics on the teaching of critical need languages. Languages represented in this year's conference were: Arabic, Chinese, Portuguese, and Turkish.

Awarded a certificate of completion

June, 2012

Arlington Independent School District, AISD, Texas

STARTALK

Attended a week long conference entitled "Empowering Teacher for a Change 1" Lectures included presentations on STARTALK, ACTFL, and the TELL Project guidelines, assessment of teaching outcomes, characteristics of proficiency levels, among many other topics on the teaching of critical need languages. Languages represented were: Arabic, Chinese, Russian, and Turkish.

Awarded a certificate of completion

July 2012

Sandia National Laboratories, Albuquerque, New Mexico
United States Department of State, FBI, and other US Departments
Interpreted for a Yemeni delegation for nine days of security training

January, 2011 – Present

Central New Mexico Community College
Taught Arabic language classes.

September 30 – October 2, 2011

Served as a panelist at the annual translators and interpreters conference at the Marriott hotel here in Albuquerque at the closing plenary session of this year's NM Interpreters' Conference, "*A Convergence of Cultures*," on Sunday, October 2nd. The panel was facilitated by Holly Mikkelsen, an international author on translation and interpreting. The presentation was entitled: *The Impact of Cultural Differences on the Role of the Interpreter*.

April 2011

Gave a Cultural Sensitivity presentation to US trainers of United Arab Emirates representatives who came to Albuquerque to learn Nuclear Power Plants' Protection. The presentation was sponsored by the National Training Center, the Department of Energy

May/June 2011

Attended a conference on assessment of the teaching of foreign languages at the Center for Applied Linguistics in DC

April 2011

Attended the pre program STARTALK conference here in Albuquerque on the teaching of foreign languages

July 20-24, 2010

STARTALK

NHLRC, National Heritage Language Resource Center,
UCLA,

Attended an institute on the teaching of Arabic as a foreign language to heritage students
Awarded a certificate of completion

November 6 – 9, 2009

Michigan State University

Arabic Language Instruction Flagship

K-12 Language Teaching in Action Workshop: Using Authentic Materials and Technology in Arabic Language Teaching taught by Wafa Hassan and Mohammed Eissa.

Attended workshop and presented on using authentic material and the inclusion of technology in the Arabic language classroom.

October 30, 2009

Supreme Court of Ohio

Judicial College, Columbus, Ohio

Course Title: New Americans Series: Bridging the Gap with Arabic Speakers, A course offered in partnership with The Interpreter Services Program for Court Personnel, Judges, and Magistrates/

Taught “ Overview of the Arabic Language and Fundamentals of Using Interpreters in the Courtroom”, “ Basics of Interpretation”, and “ Exploring the Arab Culture.”

Served on a panel of three to receive and answer questions on topics of presentation.

July 20-24, 2010

STARTALK

NHLRC, National Heritage Language Resource Center,

UCLA,

Attended an institute on the teaching of Arabic as a foreign language to heritage students

Awarded a certificate of completion

July 19-24, 2009

STARTALK

NHLRC, National Heritage Language Resource Center,

UCLA,

Attended an institute on the teaching of Arabic as a foreign language to heritage students

Awarded a certificate of completion

July 5-11, 2009

Georgetown University, NCLRC, Center for Applied Linguistics, and the University of George Washington

Arabic Hands-On

Attended an institute on the teaching of Arabic as a foreign language .Institute was

Taught by Iman Hashim and Mohamed Issa

June 1-15, 2009

STARTALK

CLASSROAD, Center for Languages, Art, and Societies of the Silk Road

Successfully completed 30 hours of online training and fulfilled the requirements established by the faculty for the program of Leading the Way in Content Based Arabic Instruction and attained a satisfactory level of proficiency in the methodologies and practice of teaching Arabic as a Foreign Language. Awarded Certificate of Completion on June 15, 2009

Scored among the top 20 in the class and was invited for a full two weeks of institute at the California State University, San Bernardino between July 13-24, 2009. Accepted and attended an institute , STARTALK, at UCLA instead.

May 16-23, 2009

Translator, TechTrans International, Inc.
United States Department of Energy
Pacific Northwest National Laboratory
National Nuclear Security Administration
SLD Megaports Familiarization Training
Hammer Training and Education Center
Richland, Washington, U.S.A.

Provided interpretation from/into Arabic/English for the delegation from Jordan

January 27-31, 2009

United States Department of State
Educational and Cultural Bureau
International Visitors Program
Attended training for interpreters for visitors from Muslim Countries

December 2-4, 2008

Translator, TechTrans International, Inc.
NASA/Johnson Space Center

December 1-5, 2008

Interdiction and Border Security Workshop
International Protocol Office, Sandia National Laboratories
Albuquerque, New Mexico
United States Central Command (USCENTCOM) and United States Department of Energy/ National Nuclear Security Administration (DOE / NNSA)
Participating Countries: Bahrain, Iraq, Jordan, Lebanon, Qatar, Egypt and the United Arab Emirates. Conference topics included Frontier Border, Land-Based Ports of Entry, and Maritime and Coastal Domains. Worked as a simultaneous and consecutive interpreter from English into Arabic and from Arabic into English

November 17, 2008

NBC Studios
Translated the phrases needed for an Iraqi Hospital Scene in Albuquerque, New Mexico from English to Arabic.

September 25, 2008 – October 16, 2008

Westgate Film Services, LLC
“The Men Who Stare at Goats”
A major motion picture shooting in New Mexico in November and December 2008
Leading actors include George Clooney, Kevin Spacey, Jeff Bridges, and Ewan McGregor.
Translated lines and phrases from English into Arabic and edited existing Arabic phrases.
Mr. Rob Corlew (production coordinator) videotaped me reading the Arabic text.

March 2006-Present

Escort Interpreter Contractor, United States Department of State
Contract interpreter from Arabic into English and from English into Arabic

Only accepted assignments that do not conflict with my teaching duties at UNM

July 13, 2008 – August 23, 2008

Completed an assignment as a consecutive interpreter in San Luis Obispo, California at Camp San Luis Obispo . The ATAP course covered Crisis Response Team for the country of Lebanon.

June 2-27, 2008

Taught an intensive Arabic course to high school students at the University of New Mexico Department of Foreign Languages and Literatures as part of the \$100,000 grant the department received to offer intensive Arabic and Chinese to high school students. I received the information about the grant and met with the department chair to discuss the application process. STARTALK is the granting Federal Program, and is managed by the University of Maryland.

June 7, 2008

Interpreter and Translator, Matrix International Security Training Intelligence, Inc
Worked with IAGS on different scenarios having to do with interactions between the Arabic and American cultures .

May 26 – 30, 2008

Interpreter and Translator, Matrix International Security Training Intelligence, Inc
Worked with other trainers from HTCI, High Tech Crime Institute, HMS, Hazard Management Solutions, NEK, Advanced Securities Group, and the US Army . Training involved different scenarios such as check- points, interrogation techniques, dealing with insurgents in custody, and other areas.

March 25, 2008

Invited by Phillip B. Gonzales, Associate Dean, College of Arts & Sciences, University of New Mexico, to serve on the selection committee to select an Interim Director for Africana Studies Program at the University of New Mexico

August 2007 – Present

Lecturer, Department of Foreign Languages and Literatures
University of New Mexico, Albuquerque, New Mexico
Taught Arabic Language Classes as a part time lecturer

1983-2007

Instructor, Department of African American Studies, University of New Mexico
Taught Arabic Language Classes under both the Department of African American Studies and the Department of Foreign Languages

1983-Present

Instructor, Department of African American Studies, University of New Mexico
Taught African Literature as AA 380 under African American Studies and as English 411 under the Department of English. In this course, I taught selected works of some of the

most prominent African writers including Nobel Prize winners Wole Soyinka of Nigeria, and Naguib Mahfouz of Egypt, also Chinua Achebe, the Egyptian feminist Nawal El Saadawi, Tawfiq Al Hakim, and Yusuf Idris.

Taught Survey of Africa course under The Department of African American Studies . In this course I taught a general survey of Pre-Colonial, Colonial, Independent, and Contemporary Africa.

February 12, 2007 – February 29, 2008

Arabic Language Teacher, TechTrans International, Inc.

NASA/Johnson Space Center

Taught Arabic to scientists of Sandia National Laboratories at the International Programs

March 2006 - Present

Escort Interpreter Contractor, United States Department of State

Contract interpreter from Arabic into English and from English into Arabic .

August 5 – 25, 2006

Completed an assignment as an escort interpreter in Baton Rouge, Louisiana . This ATAP course covered VIP Protection for the country of Kuwait.

January – August 2005

Legal Assistant, John W. Lawit , P.C.

Worked at an immigration law firm as a legal assistant . My duties include telephonic interpretation, translation of documents for clients, facilitating communication and cultural understanding between the firm and clients. I also filed N -400 cases.

2003 - 2006

Telephonic Interpreter, CLI, Zone Care, LSA

Worked as a telephonic interpreter from Arabic into English and from English into Arabic for Certified Languages International, Zone Care of Florida, and Language Services Associates, LSA of Pennsylvania. Assignments included but were not limited to hospital visits with patients (mostly Iraqi refugees), US Immigration Court, court proceedings, and many other social services. Through LSA, I telephonically interpreted for British Immigration. I did ask LSA to remove from the active list in 2012 because of my work duties.

2004

Playwright and Actor, La Compania De Teatro De Albuquerque

Collaborated with Ramon Flores and others in the writing of “*The Peculiar Case of Jose Padilla: A Multimedia Play about America, Islam, and the War on Terrorism.*”

Also played the leading character in the play, which was performed at the South Broadway Cultural Center .

Spring 2003

Lecturer, University of New Mexico, Albuquerque, New Mexico

Taught Pillars of Islam as AA 397 - 330, a three credit course .

In this course I emphasized the Pillars of Islam as Muslims practice them.

2001-2002

Instructor, Sandia Preparatory School, Albuquerque, New Mexico

Taught World History to 6th graders (three classes) and English Literature to 7th graders (two classes) . I coached the Middle School boys' soccer team for one semester. I taught Egyptian drumming and Arabic language as well.

1999-2001

Instructor, The Menaul School, Albuquerque, New Mexico

Taught United States history and English Literature to 8th graders (five classes) .

Helped with the coaching of the girls' soccer team . I also taught Egyptian culture through watching Egyptian movies, reading Egyptian one-act plays, cooking Egyptian food and visiting Middle Eastern restaurants in the area

While at Menaul I was nominated to the Disney Teacher Awards by Menaul parents. Also at Menaul, and because one of my serious students initiated it, I started The International Club where members of the club would make a presentation on the country of their choice each Monday during lunch; share a meal and an activity from the country they selected. It was a very successful club and engaged the students in a great way in learning about other languages, countries, and cultures.

1987-1994

Teacher, Albuquerque Public Schools, Albuquerque, New Mexico

Worked as a substitute teacher in Elementary, Middle, and High Schools .

Taught humanities, social studies, special education, and physical education classes .

1983-Present

A founding member of the New Mexico Translators and Interpreters Association

Worked as a freelance translator and interpreter from Arabic into English and from English into Arabic . Translated documents for attorneys, schools, many professional organizations and individuals .

1987-1981

Teacher, College of Education, College of Arts, Mansura University, Mansura, Egypt

Taught English as a foreign language to Egyptian students.

1986-Present

Translator, New Mexico Court System, Albuquerque, New Mexico

Worked as a certified court interpreter and translator for all New Mexico courts, and also in Texas

1978-1981

Translator, The Presidential Palace, Cairo, Egypt

Duties included translating local news, and the wire service news of Associated Press (AP), Reuters, and United Press International (UPI) into Arabic.

1976-1979

Teacher, Dakahlia Educational District, Mansura, Egypt

Belkas Middle School, Belkas High School, and Badawai High School

Worked as a teacher of English as a foreign language to Egyptians .

GRANTS:

Applied for and received, for the fourth year, a STARTALK grant administered by the University of Maryland to teach Arabic to high school students during the summer of 2009. Application information was provided by the Department Chair Natasha Kolchevska, the department coordinator, and the two Arabic and Chinese lead instructors. Grant amount was about \$119, 000.00. Our intensive Arabic and Chinese Program ran from June 2, to June 27, 2008. The lead instructors of the two courses (Arabic and Chinese) were invited to attend a pre course conference at UCLA in April 2008 and a post-course conference in Chicago in October 2008. I was the lead Arabic instructor. The second year's program ran from June 8 – July 2, 2009. We received the grant from 2008/9 to 2011/12. I was the lead Arabic instructor all four years.

CONFERENCES/TRAINING

October 15 – 18, 2009

Attended a STARTALK Post Program Reflections for the Summer 2009 Program in Chicago.

August 23 – 24, 2009

Attended New Mexico Certified Court Interpreters Annual Conference: Building Our Profession Together”.

January 27-30, 2009 attended a “Best Practices Workshop” for interpreters of languages for Visitors from the Pan -Islamic World, organized by the Educational and Cultural Affairs of the United States Department of State.

Received a STARTALK Scholarship, organized by the National Capital Language Resource Center, Georgetown University, The George Washington University, Center for Applied Linguistics to attend a course on “ Writing and Implementing an Arabic Curriculum K – 12, June 28-July 3, 2008. Successfully completed the course that lasted 40 hours.

Received a STARTALK Scholarship , organized by the National Capital Language Resource Center, Georgetown University, The George Washington University, Center for Applied Linguistics to attend a course on the Teaching of Arabic to College and Upper High School Students. Successfully completed the course from May 21- 25, 2007 .

Attended University of New Mexico’s “ Designing Courses for Effective Student Learning”, held on May 14, 2007. Attended UNM “ Outcomes Assessment” on March 7, 2007.

Attended University of New Mexico’s “ Success in the Classroom: Sharing Practices that Work”, organized by UNM Faculty Development, Office of Support for Effective Teaching, February 2007.

Attended MESA (Middle East Studies Association) conference on the teaching of foreign languages at the University of Arizona , Tucson from March 4 - 6, 2005. The title of the conference was: “ What Works in the Classroom?”

Attended NAJIT 2002 conference in Portland, Oregon

Attended two conferences sponsored by MESA (Middle East Studies Association) in Tucson, Arizona, and Portland, Oregon in the 1990s.

1998-1999

Translator, United States Government, Washington , D.C.

Translated over one hundred page sensitive document on Chemical and Biological Warfare from English into Arabi . A specific dialect of Arabic was needed for the voice over. I selected the desired candidate for the voice over and supervised the entire process from beginning to end in the recording studio

TRAVEL AND OTHER EXPERIENCE

May 2012

Led and taught an intersession 1-6 credit hour Arabic study Abroad class on Egyptian Culture and Language. Partners in this program included National Security Studies Program faculty from UNM. Both Professors Frank Gilfeather and Troy Lovata took part as co-instructors. There were 33 members in the group. We were in Egypt during the Egyptian elections after the revolution that removed Husni Mubarak from office.

December 28, 2010 – January 12, 2011

Led and taught an intersession three- six credit course on Egyptian Culture and Language. Professor Suleiman Kasscieh from Anderson School of Management at UNM was the other instructor who offered a course on Islamic Banking. The group included UNM students, faculty, and staff. The class had a chance to attend lectures in Egypt given by well known Egyptologists in addition to the reading assignments before, and during the 16 day program. The program was very successful, the university decided to make it a regular intersession class.

December, 2009-January 2010

Led and taught an intersession three- six credit course on Egyptian Culture and Language. Professor Sherri Burr from the Law School at UNM was the other instructor who offered a course on the protection of antiquities. The group included UNM students, faculty, and staff. The class had a chance to attend lectures in Egypt given by well known Egyptologists in addition to the reading assignments before, and during the 16 day program. The program was very successful, the university decided to make it a regular intersession class.

December 28, 2008 – January 12, 2009

Led and taught an intersession three-credit course on Egyptian Culture and Language. The group included UNM students, faculty, and staff. The class had a chance to attend lectures in Egypt given by well known Egyptologists in addition to the reading assignments before, and during the 16 day program. The program was very successful, the university decided to make it a regular intersession class.

Studied Latin and French in Egypt

Have conducted annual cultural tours to Egypt between December and January for over twenty years.

María Eugenia Conde-Pérez, M.A.
945 S. Mesa Hills Dr. Apt.1005 El Paso, Tx. 79912
mecondeperez@att.net
(915) 875-5632

Friday, October 25, 2013

Pamela Sánchez, M.S.W.
Statewide Program Manager, Language Access Services
New Mexico Administrative Office of the Courts
237 Don Gaspar, Room 25
Santa Fe, New Mexico 87501

Dear Ms. Sánchez,

This letter is to express my interest in being a member of New Mexico's Language Access Advisory Committee, LAAC. I have learned of your achievements, and today's is the one that really got my attention. I truly appreciate the recent efforts that have been made to implement and test the use of a computer program that will be used to schedule interpreters throughout the state. Not only that, I consider that having interpreters providing feedback to and receiving and giving recommendations to the Supreme Court speak of a well-rounded system where collaborative work is expected and valued.

A brief summary of the value I would bring to the position as a member of the NM LAAC includes: over fifteen (15) years of experience as full-time interpreter and/or translator; being a native speaker of Spanish and having a near-native competency in English; being bicultural as a result of having lived on the U.S-Mexico border for more than twenty (20) years; being State and Federally certified as an interpreter; having formal education in both translation and interpretation; having experience in teaching/training; and lastly, having a varied technical, legal, and business background that provides me with the skills needed to successfully interact with people at all levels of an organization.

On a personal basis, I bring a high interest and enthusiasm in working in any capacity for the New Mexico Supreme Court. As an interpreter and translator, I feel blessed by having a job that I greatly enjoy. Not only that, I feel thankful for being able to serve both my countrymen and the United States while doing my job. It's a win-win everywhere I look. After having spent half my life in this area, I consider myself as *belonging* to the two countries –The U.S. and Mexico. I love language, and having the opportunity of perhaps serving more people through this position is very appealing to me.

I look forward to hearing from you. In the meantime, please look over my enclosed résumé. I hope you will find I can be of assistance. Thank you very much.

Sincerely,

María Eugenia Conde-Pérez, M.A.

María Eugenia Conde-Pérez

Certified Spanish Interpreter & Translator

945 S. Mesa Hills Dr. Apt. 1005 El Paso, Tx. 79912

mecondeperez@att.net

(915) 875-5632

Professional Certifications:

- Certified Spanish Court Interpreter, Administrative Office of the United States Courts (2005)
- New Mexico State Certified Court Interpreter (2001)
- Texas Licensed Court Interpreter (License No. 1527, July 2007)
- English to Spanish Certified Translator, The University of Texas at El Paso (2000)

Education:

- Master of Arts in Linguistics, The University of Texas at El Paso (2007)
- Minor in Translation, The University of Texas at El Paso (2004)
- *Diplomado* in Translation and Interpretation, University of Ciudad Juárez, Mexico (2000)
- BSc. Computer Science, Instituto Tecnológico y de Estudios Superiores de Monterrey, Monterrey, NL., Mexico (1989)

Special Skills:

ESOL and Spanish Instructor. Fluent in French. Knowledge of Italian. Software Instructor. Willing to travel. Conference Organizer. Experience in Training.

Current/Recent Position(s):

Interpreter – Texas Workforce Commission State Office of Appeals (2011-)

Assistant Instructor, UTEP's Writing Center Tutor – The University of Texas at El Paso (2010-2011)

Lecturer – The University of Texas at El Paso (2008-2009)

Senior Interpreter – El Paso County Courthouse (2006-2008)

Experience/Expertise:

❖ *Over 15 years of experience as in-house translator and interpreter*

• **Delphi Mexico** – Translator/Interpreter (2002-2006)

Interpreting: Internal meetings with employees and executives, press conferences, training sessions, traffic education courses, meetings with government officials, presentations.

Translation: Press releases, press kits, automotive technology, financial, business and legal documents, internal and external official communications, stories for company's intranet, articles, letters, and presentations.

• **Genasco, S. A. de C.V.** – Translator/Interpreter (1999-2001)

Interpreting: Faithful and idiomatic simultaneous, consecutive, whisper, relay and sight interpreting for plant manager and business unit managers; confidential meetings with employees and vendors; training courses for manufacturing operators; production floor visits and audits and presentations.

Translation: business communications, contracts, letters, and quality-related documentation among others.

• **Philips Monitors** – Translator/Interpreter (1998-1999)

Interpreting: Internal meetings with employees and executives, training sessions, floor visits, audits.

Translation: production protocols, work instructions, operator's manuals, procedures.

- **E.E.S. S.A de C.V., a Johnson & Johnson Co.** – Translator/Interpreter (1995 -1997)
Interpreting: Internal meetings with employees and executives, training sessions, floor visits, audits.
Translation: Quality system documentation, manufacturing computer systems, help files, users' and training manuals, production protocols, work instructions, operator's manuals, procedures, contracts, inspection sheets, production specifications, machine operation instructions.

Professional Associations:

- Past member of the National Association of Judiciary Interpreters and Translators (NAJIT)
- Member of the El Paso Interpreters and Translators Association (EPITA)
- EPITA's Continuing Education Representative (2007-2009)
- Former Vice president of EPITA
- EPITA's Annual Workshop Coordinator (2005 and 2009)
- Past member of L'Alliance Francaise of El Paso

Zimbra**aocpjs@nmcourts.gov**

LAAC

From : createorder@aol.com

Thu, Oct 24, 2013 02:01 PM

Subject : LAAC 1 attachment**To :** aocpjs@nmcourts.gov

OCTOBER 24, 2013, 2PM

TO: PAM SANCHEZ

THIS IS A LETTER TO NOTIFY OF MY INTEREST IN SERVING ON THE
NM Language Access Advisory Committee
ATTACHED IS MY RESUME.
PLEASE CONTACT ME FOR ANY QUESTIONS.

THANK YOU

ESTHER M POBLET

COURT CERTIFIED SPANISH INTERPRETER NM/CA
4 DESCANSO LANE
SILVER CITY , NM 88061
CREATEORDER@AOL.COM
562 237 0881

 **RESUME POBLET.docx**47 KB

Esther M. Poblet

4 Descanso Lane
Silver City, NM 88061

Phone: 1 575 535 2546 / 1 562 237 0881
E-mail: *Createorder@aol.com*

Objective

Located in Silver City, New Mexico. Covering Court assignments in Southwestern NM

Qualifications

Certified Court Interpreter, State of New Mexico October 2010 ID No 12895
English/Spanish
Certified Court Interpreter, State of California March 1992 ID No.300409
English/Spanish

Relevant Experience

Southwestern New Mexico area courts
Silver City, Deming, Lordsburg, Reserve, Las Cruces

Freelancing since Jan 2011

Los Angeles County and Orange County, CA

August 1994 – December 2010

Full time Criminal Court Interpreter

- Arraignments
- Pleas
- Trials
- Preliminary Hearings
- Pretrial Conferences
- Victim Impact Statements
- Attorney/Client Interviews
- Court Documents and Forms
- Traffic Court
- Video Feed Arraignments
- Civil Harassment Hearings
- Welfare Fraud
- Transcription of police recorded interviews
- Sight translation

Central Justice Center, Orange County, CA

August 1992 – August 1994

Freelance Independent Contractor Interpreter/Criminal Courts

- Arraignments
- Pleas
- Trials
- Preliminary Hearings
- Pretrial Conferences
- Victim Impact Statements
- Attorney/Client Interviews
- Court Documents and Forms
- Traffic Court
- Video Feed Arraignments

West Justice Center, Orange County, CA
Freelance Independent Contractor Interpreter/Criminal Courts

August 1992 – August 1994

- Arraignments
- Pleas
- Trials
- Preliminary Hearings
- Pretrial Conferences
- Victim Impact Statements
- Attorney/Client Interviews
- Court Documents and Forms
- Traffic Court

Family Law/ Juvenile Court Center, Orange County, CA
Freelance Independent Contractor Interpreter

August 1992 – August 1994

- Hearings
- Conferences
- Attorney/parent Interviews
- Court Documents and Forms

U.S. Immigration Department, Los Angeles County, CA
Freelance Independent Contractor Interpreter

August 1992 – August 1994

- Hearings
- Court Documents and Forms
- Lawyer-client interviews

Southern California Area
Freelance Independent Contractor Interpreter

August 1992 – August 1994

- Depositions Civil/Criminal
- Medical Interviews

Ongoing Professional Development

- Attend Bi yearly Professional Seminars
- Sample topics:
 - Drug terms
 - Weapons
 - Human Trafficking
 - Domestic Violence
 - International Law
 - History of Law
 - Legal controversies
 - Intercultural misconception
 - Gang activities and terminology
 - Dependency Courts
-
-
- Active Member of : California Federation of Interpreters

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New Mexico Translators and Interpreters Association

References

<u>Name:</u>	<u>Title:</u>	<u>Phone:</u>	<u>Email:</u>
Judge Mark Thomas	Magistrate Judge 420 Wabash Lordsburg NM 88045	575 542 3582	

Angela Orozco	District Court Clerk	575 542 3411 ext 201	
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lordmxe@nmcourts.gov

6th District Court
State of New Mexico
Hidalgo County
PO Box 608 Lordsburg NM 88045

Roxanne Ogas	Teacher / Silver City Public Schools 9 Lassen Arenas Valley, NM 88026	575 313 4963	roxmouse@msn.com
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Adam Flaws	Court Supervisor Orange County Courts Civic Center Drive Santa Ana, CA	714 834 5312	aflaws@occourts.or
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October 25, 2013

Pam Sánchez
Statewide Program Manager
Language Access Services
New Mexico Administrative Office of the Courts
237 Don Gaspar, Room 25
Santa Fe, NM 87501

Dear Pam,

I would like to express my interest in serving on the New Mexico Language Access Advisory Committee. I have a diversity of professional experiences that would be beneficial to the Committee. This month marks my 12th year as a New Mexico Certified Court Interpreter. I am from New Mexico, even though I currently live in Amarillo, TX. I attended and graduated from Eastern New Mexico University with a double major degree in Sociology and Spanish.

As to my work experience, ENMU asked me to teach Spanish as a part-time instructor before I graduated. It was truly an honor. At the same time, I worked for ENMU's Police Department as a Police Officer, before accepting a position with Region 16 Education Service Center, Early Childhood Intervention Program in Amarillo, TX. In this program I had the opportunity to work with multi-discipline teams ranging from Nurses and Therapists to Teachers of the Deaf and Counselors. After a few years, I took a management position with Walmart Stores, Inc., in which I learned the ins and outs of managing a large number of employees. On my last assignment, I was in charge of the Operations part of management which included Accounting, Receiving, Invoicing, and Scheduling among other duties. I left Walmart to pursue being a Court Interpreter full time.

I believe that I can contribute on a variety of issues bringing a diverse professional experience to the Committee. I am committed to providing excellent services to the courts. I am not timid about bringing up issues that hinder or would hinder the delivery of interpreting services to the courts. I work well with others and my active listening is always on.

I would like to thank you for your time and consideration to my interest in the New Mexico Language Access Advisory Committee.

Cordially,

Jesús Sifuentes
New Mexico Certified Court Interpreter

Jesús Sifuentes
PO Box 51315
Amarillo, TX 79159
court.interpreter@att.net
(806) 341-1408

EDUCATION, LICENSES & CERTIFICATIONS

Basic Mediation Certificate
School of Social Work
New Mexico Highlands University

Concealed Handgun License
Department of Public Safety
State of Texas (NM Reciprocity)
License # 06017673

Driving Safety Instructor License
Texas Education Agency
License # 10705334

Court Interpreter License
Texas Department of Licensing and Regulation
License # 696

Court Interpreter Certificate
New Mexico Administrative Office of the Courts

Early Intervention Certificate
Specialist Professional
Texas Interagency Council on
Early Childhood Intervention

Bachelor of Arts Degree
Eastern New Mexico University
Major: Sociology; emphasis: Criminal Justice
Major: Spanish

EXPERIENCE

dba: Translation Services of Amarillo, PO Box 51315, Amarillo, TX 79159 (806) 341-1408. (April 2003- Present) Judicial Interpretation and Translation. Interpretation of criminal and civil proceedings; and interpretation of social services including, but not limited to, mediations, arbitrations, depositions, medical appointments, counseling sessions, school programs, and conferences.

Assistant Manager, Wal-Mart Stores, Inc. 3700 I-40 East, Amarillo, TX 79103 (806) 342-3030 (December 2003 – September 2008) Management of Supercenter Store Operations, Merchandising and Associates. Supervisor: George Wilthers.

Bilingual Service Specialist, Region 16, ESC, ECI, 5800 Bell Street, Amarillo, TX 79109 (806) 677-5000. (August 2000- July 2003) Service coordination and Developmental Rehabilitation Services for eligible Spanish speaking children under three and their families. Completion of Intakes, Assessments, Implementation of Individualized Family Service Plans. Maintenance of confidential program files. Cooperative work with local school districts, and community and social services agencies when transitioning ECI children. Translation of documents, and interpretation of school meetings, medical appointments and comprehensive developmental evaluations. Supervisor: Noel Clifton.

Early Intervention Specialist, Lubbock Independent School District, ECI DEBT Program, 1628 19th St., Lubbock, TX 79401 (806) 766-1172. (January 1999-August 2000) Service Coordination and Special Instruction for eligible Spanish speaking children under three and their families. Completion of Intakes, Assessments, Implementation of Individualized Family Service Plans. Maintenance of confidential program files. Cooperative work with local school districts, and community and social services agencies when transitioning ECI children. Translation of documents, and interpretation of school meetings, medical appointments and comprehensive developmental evaluations. Supervisor: Laura Kender.

Jesús Sifuentes
PO Box 51315
Amarillo, TX 79159
court.interpreter@att.net
(806) 341-1408

Teaching Assistant, Texas Tech University, Department of Classical and Modern Languages and Literatures, Box 42071, Lubbock, TX 79409-2071 (806) 745-3145 (January 1999-December 1999) Instruction of beginning Spanish courses. Supervisor: Dr. Lorum H. Stratton.

Bilingual Instructor/Field Specialist, Region XVI, ESC, ECI, 5800 Bell Street, Amarillo, TX 79109 (806) 677-5000. (October 1996-January 1999) Service coordination and Special Instruction for eligible Spanish speaking children under three and their families. Completion of Intakes, Assessments, Implementation of Individualized Family Service Plans. Maintenance of confidential program files. Cooperative work with local school districts, and community and social services agencies when transitioning ECI children. Translation of documents, and interpretation of school meetings, medical appointments and comprehensive developmental evaluations. Supervisor: Noel Clifton.

Spanish Instructor, Eastern New Mexico University, Languages and Literature Department, Station 19, Portales, NM 88130 (505) 562-2423. (November 1993-October 1996) Instruction of beginning Spanish courses. Supervisor: Dr. Mary Fanelli-Ayala.

Police Officer, Eastern New Mexico University, Police Department, Station 55, Portales, NM 88130 (505) 562-2392. (December 1994-November 1995) Enforcement of Eastern New Mexico University's rules, regulations, and policies, State of New Mexico Statute Laws and Federal Laws. Supervisor: Ray Chambers.

Spanish Instructor, Eastern New Mexico University, Upward Bound Program, Student Academic Services, Station 34, Portales, NM 88130 (505) 562-2452 (Summer 1993, Summer 1994) Instruction of Spanish Classes for Upward Bound High School students. Supervisor: Mrs. Joann Gibson.

Spanish Tutor, Eastern New Mexico University, Languages and Literature Department, Station 19, Portales, NM 88130 (505) 562-2423. (Summer Session 1994) Tutoring for senior level students in the Spanish and Bilingual Education Programs in preparation for the Four Skills Exam for the Bilingual Teacher Certification. Supervisor: Dr. Cándido Tafoya.

Internship, District Attorney's Office, Portales, NM 88130 (505) 356-4434. (January 1994-May 1994) Court Proceeding attendance, clerical duties, translation and interpretation of statements and questionings of possible witnesses from Spanish to English and English to Spanish, co-worked with local and state law enforcement agencies. Supervisor: Kent Peterson

Manager, Eastern New Mexico University, Campus Union Building, Station 39, Portales, NM 88130 (505) 562-2631. (August 1993-December 1994) Management of building operations, supervision of activities, meetings, information desk, student custodians, enforcement of university rules and policies, opening and closing of building. Supervisor: Ramón García.

Spanish Tutor, Eastern New Mexico University, Student Academic Services, Learning Support, Station 34, Portales, NM 88130 (505) 562-2286 (August 1992-May 1994) Spanish tutoring for students from beginning through advanced level courses. Supervisor: Nico Cameron.

Resident Assistant, Eastern New Mexico University, Housing, Station 39, Portales, NM 88130 (505) 562-2631 (May 1992-August 1992) Checking in and out of residents in residence hall, operation and development of assigned floors, education of residents on their rights and responsibilities in the residence hall and university. Supervisor: Paul Horngren.

Front Desk Attendant, Eastern New Mexico University, Lincoln Hall, Station 39, Portales, NM 88130 (505) 562-2631 (August 1988-December 1992) Management of information desk at residence hall, provided general information, checked equipment in and out, and enforced rules for visitors. Supervisor: Dan Fox.

PART-TIME EXPERIENCE IN MEXICO

Alfabetizador, I.N.E.A., Chihuahua, Chihuahua, México (September 1984-May 1985) Adult Literacy and instruction of basic arithmetic.

Assistant mechanic, Chihuahua, Chihuahua, México (October 1983-September 1984) Repair of diesel engines and city passenger buses.

Keeper Assistant, Club de Cazadores y Tiradores de Chihuahua, Chihuahua, México (July 1983-May 1985) Maintenance of facilities, set up targets and silhouettes, refereeing law enforcement training, practice shootings, events, and tournaments.

Jesús Sifuentes
PO Box 51315
Amarillo, TX 79159
court.interpreter@att.net
(806) 341-1408

HONORS

Excellence in the Study of Spanish Literature Award (Spring 1993)

ORGANIZATIONS

El Paso Interpreters and Translators Association, El Paso, Texas
Omega Delta Phi, ENMU (Co-Founder)

INTERESTS

Reading, Writing, and Travel

X. SUMMARY OF PRIORITY PROJECTS

Priority	Responsible Party/Parties	Target Timeline
Develop and implement performance measures survey instrument	AOC Language Access Statewide Manager, LAAC, ATJ	March 1, 2015
Institute and manage interpreter scheduling management system	AOC Language Access Statewide Manager, Language Access Coordinators	January 1, 2014
Minimum of one certified LAS per court	AOC Language Access Statewide Manager, NMCLA Director, Court Managers	June 30, 2015
Develop written LAS protocols and code of ethics	AOC Language Access Statewide Manager, NMCLA Director, Language Access Coordinators	June 30, 2014
Recommendations to Supreme Court regarding translation of documents and acceptance of documents in languages other than English	NMJTPT & Coordinator; AOC Language Access Statewide Manager	June 30, 2014
Guidelines for assisting blind persons and illiterate persons	NMJTPT & Coordinator; AOC Language Access Statewide Manager	June 30, 2014
Recommendation and education regarding interpreters for attorney/client communications	AOC Language Access Statewide Manager, LAAC	September 1, 2014/ Ongoing
Create NES jurors section for jury manual	AOC Language Access Statewide Manager, Language Access Coordinators	December 31, 2013
Outreach and recruitment of interpreter candidates	AOC Language Access Statewide Manager, NMCLA Director	Ongoing, report July each year
Pilot remote interpreting services	Sign Language/Remote Interpreting Services Coordinator, AOC Language Access Statewide Manager, LAAC	December 31, 2014
Secure action on LAAC court interpreter policy recommendations	AOC Language Access Statewide Manager, LAAC	December 31, 2013
Secure action on LAAC recommendations regarding language access to court-ordered services	AOC Language Access Statewide Manager, LAAC	March 31, 2014
Secure action on making LABT	AOC Language Access	June 30, 2014

fundamentals module mandatory	Statewide Manager, LAAC	
Continue training for judges on working with an interpreter and language access	Sign Language/Remote Interpreting Services Coordinator, AOC Language Access Statewide Manager, LAAC, JEC	Ongoing, report July each year
Continue training for court staff on working with deaf & hard-of-hearing individuals and add training on working with the blind	Sign Language/Remote Interpreting Services Coordinator, NM Commissions for the Deaf & for the Blind	Ongoing
Pilot and launch Language Access Basic Training	AOC Language Access Statewide Manager, NMCLA Director, NCSC	Pilots November/December 2013, launch March 2014
Develop training similar to LABT for Justice System partners	AOC Language Access Statewide Manager	December, 2015
All state courts have completed Language Access Plans	AOC Language Access Statewide Manager, Language Access Planning Consultant, Court Managers	June 30, 2014
Reconvene Justice System Interpreter Resource Partnership	AOC Language Access Statewide Manager	November, 2014
Presentation on language access at Judicial Conclave	AOC Language Access Statewide Manager, National Language Access Summit team, LAAC	June, 2014
Reconvene Pueblo Languages Project work group	AOC Language Access Statewide Manager with UNM Team	March, 2014
Continue collaborative projects with NMCLA and NCSC	AOC Language Access Statewide Manager, LAAC	Ongoing
Coordinate SJI Grant	AOC Language Access Statewide Manager	October 1, 2012 – March 31, 2014
Translation of key portions of nmcourts website into Spanish.	AOC Language Access Statewide Manager and JID Staff	June 30, 2014
All state courts have Spanish phone services	AOC Facilities Management Division & Language Access Statewide Manager	June 30, 2014

New Mexico Administrative Office of the Courts

Language Access Advisory Committee Recommendations

Approved by the Committee - November 9, 2012

Recommendation: Establishment of Qualifications for Interpreters Interpreting for Court-Ordered Services

1. For individuals providing interpreting services for Supervised Visitation/Safe Exchange, DWI School, Parenting Classes, Victim Impact Panel, court-ordered counseling, and similar services (excluding any Alternative Dispute Resolution):

Signed Language Interpreters

Interpreters providing services in the above listed situations must have attended a special AOC orientation (at no charge) specific to court ordered services. Additionally, interpreters must be on the AOC's list of Court Approved Signed Language Interpreters (Certified Legal Specialist, Certified Legal Registered, or Certified Legal Apprentice) or have met the following requirements to be recognized as a Court Ordered Services Interpreter (COSI): hold a NM Community Interpreting license; and complete an application and background check. Interpreters who meet the above requirements will be included in the AOC Registry of Interpreters Qualified for Court Ordered Services.

It is recommended that rates of pay be negotiated by the interpreter and the service provider.

Spoken Language Interpreters

Interpreters providing services in the above listed situations must have attended a special AOC orientation (at no charge) specific to court ordered services. Additionally, spoken language interpreters providing services in the above listed situations must be recognized by the AOC as Justice System or Court Certified Interpreter or have met the following requirements to be recognized as a Court Ordered Services Interpreter (COSI): Have completed the Oral Proficiency Interview (OPIc) in English and their other language, scoring at minimum as Advanced High; have completed a two day AOC orientation at no charge; submit evidence satisfactory completion of a 20 hour NMCLA simultaneous interpreting course at their own expense (\$100-\$150); and complete an application and background check. COSIs will be required to verify 10 hours per year of related continuing education and agree in writing to abide by the New Mexico Code of Professional Conduct for Interpreters.

It is recommended that the rate of pay be established by the AOC at \$25.00 per hour for interpreting time; \$15.00 per hour for travel time as currently stipulated for Justice System Interpreters.

Orientation

Day One- Overview of Services by Providers, for both spoken and signed language Interpreters.

Day Two – Specialized Vocabulary for spoken language interpreters.

2. For individuals providing interpreting services for Children's Court Mediation, Settlement Conferences, AOC Contract Attorneys, Court Appointed Special Advocates and similar services:

Signed Language Interpreters

Interpreters providing services in the above listed situations must be in the AOC's Directory of Certified Court Interpreters as a Certified Legal Specialist, Certified Legal Registered, or Certified Legal Apprentice Interpreter. It is recommended that rates of pay as established by AOC for the provision of court interpreting services by the interpreters identified above be applied.

Spoken Language Interpreters

Interpreters providing services in the above listed situations must be in the AOC's Directory of Certified Court Interpreters as a Certified Court Interpreter (not Justice System Interpreter).

It is recommended that rates of pay as established by AOC for the provision of court interpreting services by the interpreters identified above be applied.

Bilingual Mediators and Attorneys

Mediators and attorneys who identify as bilingual in order to be approved to provide services in a language other than English must take and pass the Oral Proficiency Interview (OPIc) in both English and their other language at a Superior level.

Current Guaranteed Fees and Cancellation Policy NM Standards of Practice & Payment Policies May, 2012	Policy Revisions as Proposed by the NM LAAC May, 2013
<p>II. D. Guaranteed Fees</p> <p>Spoken language interpreters will be guaranteed a two-hour minimum when scheduled for 4 hours or less and a four-hour minimum when the interpreter has been scheduled for a full day for any type of proceeding. The minimum guarantees include all interpreting done within that time frame. In recognition of the scarcity of court certified signed language interpreters, signed language interpreters will be guaranteed payment for all scheduled hours regardless of the length of the actual assignment.</p> <p>Interpreters (both spoken and signed language) will not be paid during lunch breaks which are an hour or more in length, unless the interpreter is interpreting for a non-English speaking juror who is sequestered for trial. Interpreters will be paid during breaks that last less than one hour.</p> <p>To receive the guaranteed minimum of two or four hours, the interpreter must be available (able to appear within 10 minutes) to the court for two or four consecutive hours. If the assignment concludes in less than the guaranteed minimum, the interpreter must notify the court and remain available for other assignments, including non-courtroom assignments. The interpreter must not leave the courthouse without being excused by their primary court contact, e.g., the presiding judge, chief clerk, or supervising interpreter. If not dismissed, the interpreter is required to perform whatever related service is requested, e.g. interpreting for other proceedings or translating documents. If dismissed by the presiding judge or other responsible person, the interpreter is entitled to the guaranteed reimbursement in addition to travel time.</p>	<p>II. D. Guaranteed Fees</p> <p>The court will clearly communicate start and anticipated end times for all interpreting assignments and, whenever possible, the court will schedule assignments requiring interpreters consecutively.</p> <p>Interpreters will be paid for all scheduled hours with the exception of lunch breaks up to 1.5 hours, unless the interpreter is interpreting during that time.</p> <p>If a lunch break lasts longer than 1.5 hours, then the interpreter shall make him/herself available to the court during this extended lunch break.</p> <p>During a period of guaranteed pay, Interpreters must remain available to the court at which the assignment was originally scheduled unless released by the primary court contact. If released the interpreter must notify the AOC of their availability during the period of guaranteed pay or decline the guaranteed pay and be released from their obligation to the court.</p>

II. E. Guaranteed Payment Due to Cancellation With Less Than 24 Hours Notice

Spoken language interpreters will be guaranteed a two-hour minimum when scheduled for 4 hours or less and a four-hour minimum when the interpreter has been scheduled for a full day for any type of proceeding. The minimum guarantees include all interpreting done within that time frame. In recognition of the scarcity of court certified signed language interpreters, signed language interpreters will be guaranteed payment for **all** scheduled hours regardless of the length of the actual assignment.

Interpreters (both spoken and signed language) will not be paid during lunch breaks which are an hour or more in length, unless the interpreter is interpreting for a non-English speaking juror who is sequestered for trial. Interpreters will be paid during breaks that last less than one hour.

To receive the guaranteed minimum of two or four hours, the interpreter must be available (able to appear within 10 minutes) to the court for two or four consecutive hours. If the assignment concludes in less than the guaranteed minimum, the interpreter must notify the court and remain available for other assignments, including non-courtroom assignments. **The interpreter must not leave the courthouse without being excused by their primary court contact, e.g., the presiding judge, chief clerk, or supervising interpreter.** If not dismissed, the interpreter is required to perform whatever related service is requested, e.g. interpreting for other proceedings or translating documents. If dismissed by the presiding judge or other responsible person, the interpreter is entitled to the guaranteed reimbursement in addition to travel time.

II. E. Guaranteed Payment Due to Cancellation With Less Than 24 Hours Notice

For assignments of eight hours or less, which are cancelled with less than 24 hours notice, the interpreter will be paid for all scheduled hours, but in no case for less than two hours, while remaining available for other assignments unless released by the primary court contact. For full-day assignments, which are cancelled or end before the scheduled time, the interpreter will be paid for the full eight hours, but must notify the AOC of their availability if released by the court. The interpreter may also choose to decline the guaranteed pay and be released from their obligation to the court.

For multiple day assignments cancelled with less than 24 hours notice (excluding weekends and legal holidays) interpreters will be paid for 16 hours. If a proceeding is terminated after it has begun, but before the time through which the interpreter was scheduled, interpreters will be paid for time worked plus 16 hours, not to exceed the total hours scheduled. Interpreters must remain available to the court at which the assignment was originally scheduled unless released by the primary court contact. If released the interpreter must notify the AOC of their availability during the period of guaranteed pay or decline the guaranteed pay and be released from their obligation to the court.

If the court opening is delayed due to weather, it is the obligation of the interpreter to appear at the court when it is scheduled to open. Upon appearance, if the proceeding is vacated and the interpreter remains available the interpreter will be reimbursed according to the cancellation policy. If the proceeding goes forward, the interpreter is paid for the interpreting time, not less than the two hour minimum guarantee. If the interpreter is unable to appear at the later opening time because of a conflicting appointment, the interpreter, upon learning of the delayed court opening, must immediately inform the court.

If court is closed due to weather, interpreters assigned to appear that day will be entitled to reimbursement per the cancellation policy.